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In replying please address:

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January 4, 1960

Dear Sir:

In accord with a recent discussion with your technical representative, we are herewith proposing that additional research be performed under Task Order No. Z as described below.

Under this Task Order, an experimental air-film-cooled incinerator (Type 1 Prototype Unit) has been developed that provides an average burning rate of at least 200 pounds per hour for operation under normal every-day conditions, and of approximately 500 pounds per hour for operation under emergency conditions as anticipated. This experimental unit is being evaluated at this time by your technical representatives and their associates under field conditions, and is operating quite satisfactorily. Further efforts under Task Order No. Z and Work Order No. II, Task Order No. KK, have been directed toward the investigation of selected modifications of the experimental incinerator design and toward the incorporation, in a second experimental unit (Type 2 Prototype Unit) with a similar burning capacity, of any modifications which are mutually considered meritorious.

On the basis of the experience gained mutually to date from the Types 1 and 2 Prototype Incinerators, it appears worth while to incorporate selected, additional, minor changes in the design of the experimental incinerator, so as to facilitate further the procedures for operation as well as for

25X1

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January 4, 1960

assembly and disassembly of the unit. Included in this consideration would be the provision of a "squeeze type" handle for the air damper valve and of some type of mechanical interlock between the handle and the loading door, changes to eliminate selected relatively inaccessible bolts, and the like.

In this general connection, your technical representatives are also interested in performing a "duration or simulated-emergency" burning experiment in the Type 2 Prototype Incinerator at our laboratories. This would involve the continuous burning of approximately 2,900 pounds of selected types of paper.

Also, in view of the general enthusiastic reaction to the performance and characteristics of the experimental incinerators, it is contemplated that it may be desirable to conduct demonstrations of the Type 2 Unit for additional associates of your technical representatives.

Further, to facilitate the logistics aspects of providing incinerators similar to the Type 2 Unit for field use, your technical representatives are considering the advisability of procuring motors and blowers in and around the geographical areas of potential application of such incinerators. It is expected that a cursory search would disclose information on the availability and sources of appropriate motors and blowers in, for example, Western Europe and the Far East.

Accordingly, it is proposed that the Task Order No. Z agreement be amended to provide for an additional one-month period of effort directed toward performing the activities and services outlined above. It is currently anticipated that an increase in the appropriation of \$2,963, including an increase in the fixed fee of \$168, would be needed to fund the proposed effort during the one-month period. A general breakdown of the estimated costs is attached.

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January 4, 1960

Aside from the above, no other changes in the contract are proposed as of this time. Of course, the proposed amendment would continue our period-basis research agreement, consistent with our current contractual arrangements.

If you should have any questions with regard to the above, please do not hesitate to call us. Any inquiries of a contractual nature may be directed to Mr. V. E. Young, at Extension 159. We shall appreciate expeditious consideration of this proposed additional effort under Task Order No. Z.

Very truly yours,



Vice President

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In Duplicate

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U. S. Government.

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For ~~Research~~ Additional research under Task Order No. Z.

Based upon a period-basis Contract for a research period of one month.

(Including time for submission of all reports. The proposed contract will not provide for earlier conclusion of the research.)

ESTIMATED COSTS

We expect that the cost of this research for the period indicated above may be distributed approximately as set forth hereon, subject to the understanding that this allocation is merely an estimate, and actual costs incurred may vary from the categories shown. We have determined that these estimates are reasonable and consistent with established policies in its research for the various Government agencies, which policies are briefly discussed below and will be followed in determination of our actual costs hereunder.

25X1

Materials & Supplies, etc.

\$ 100

(Including any equipment which may be purchased as necessary in performance of the research. Charges of \$25 or less are excluded from this item.)

Use of Equipment and Technical Services, Travel, and Misc.

\$ 350

(Including applicable costs of technical research and service divisions, and use of technical equipment, except that any undistributed balances of these accounts will be included in overhead. Cost of travel includes reasonable actual subsistence expenses and the actual cost of transportation. An allowance of up to 8¢ per mile for all necessary travel by privately owned conveyance is included in lieu of the cost of such travel.)

Salaries & Wages

(Including our predetermined accrual for vacation, holiday, and sick-leave pay, pensions, and social security.)

Type of Employee	No. of Man-Months	Estimated Cost
Supervision	1/4	\$260
Research Engineers	1	760
Lab. Assistants	1	455
Steno., Clerical, Shop & Photo., etc.	Nominal	Nominal
Total Salaries & Wages		

Overhead

\$1,475

59 per cent of salaries and wages, as they are defined above. Provisional monthly reimbursement will be at the rate of 59 per cent of salaries and wages, as so defined, or at such other provisional rate as may from time to time be mutually agreed upon with the Government's audit representatives. This is a provisional rate for current reimbursement, which we have arrived at by negotiation with Government representatives, and it will be subject to retroactive revision to the "actual" rate agreed upon with them for each calendar year following a detailed audit for that year. The item of overhead includes general research, charges of \$25 or less for materials and supplies, and other categories of costs we customarily include in our overhead account. Cash discounts on all purchases will be credited to overhead, instead of to the amount of the purchase. Scrap of appreciable value will be credited directly to the project. All other scrap will be credited to the overhead account, in which the Government participates.)

\$ 870

Total Estimated Cost

\$2,795

Fixed Fee

\$ 168

Contract Price

\$2,963

*Please let us have your acceptance in our hands by February 15, 1960.

Unless we extend the time, your acceptance after that date will be subject to agreement.

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